

PEER to PEER

The College of Arts and Sciences Academic Student Newsletter

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Student FAQ of the Month:

Q: How do I approach a professor in office hours?

A: Many students are intimidated by the prospect of visiting professors in office hours. Don't be!

At the beginning of the semester, use the professor's office hours as an opportunity to introduce yourself. Explain your background and interest in the course.

As the semester goes on, ask questions about concepts that confuse or interest you so the professor can explain or elaborate. It's also a good idea to talk with a professor about potential paper topics.

Professors expect students to take advantage of office hours, so don't be shy! Just be prepared with a question or topic and the professor will usually take it from there.

Why should I participate in research and/or internships?

Research and internships are about **applying what you have learned in your classes to the rest of the world**. While the type of research or internship experience will vary between majors, they all share a common goal: extended and applied learning.

Most AU students take an internship or research opportunity while they are a student here. The only thing to remember is you can not earn credit for an internship until you are at least a second

semester sophomore. Internships are often great fun, not to mention great resume builders.

Each person has a different research or internship experience, and it all depends on your major and your interests. For example a Biology major might want to work on DNA electrophoresis, while a history major might want to work in a museum. However you are not limited to your major for an internship.

The intent of the internship is to learn as much as you can from individuals working in the field!

However, keep in mind, if you want to get credit for your experience you must **get it approved** by your department.

For more information on internship and research opportunities visit: www.american.edu/careercenter. Or check directly with the department you are interested in.



Time Management: How do you use the 168 hours in the week?

The start of a new semester is a great opportunity to start fresh.

Effective time management is one key to success in college, and it's an area in which we can all improve.

There are 168 hours in a week; do you use them all to their full potential? To find out, visit the **Academic Support Center** in MGC 243. Among their supply of helpful resources is a chart that can help you map out how you use each hour in the week. In just two easy steps, you could be on your way to being a time management champ!

1. Start by writing in all of your regularly scheduled activities: class, club meetings, and a job

if you have one. From there, plan out the rest of your time by blocking out time for studying, going to the gym, sleeping, eating, and leisure time.

2. The next step is the most important: **stick to your schedule**. Being aware of exactly how you spend your time will help keep you on track.

For more information and tips about all the elements of academic success, visit the ASC website at: american.edu/ocl/asc/index.cfm. Also, stop by Battelle 164 and ask what kinds of time management strategies your Peer Advisors use.



Interested in Academic Advising? Become a CAS Peer Advisor!

Positions as a CAS Peer Advisor are opening up next year and now is the time to apply! The position is open to all CAS students who are highly self motivated and high achieving.

As a Peer Advisor, you will get to work hands-on with undecided CAS freshmen and sophomore students. Your main duties will include but are not limited to, advising students on: how to pick a major, how to register for classes, preparing a course schedule, publishing a monthly academic newsletter, and so much more!

As a Peer Advisor you will also get to

work with the great CAS Academic Advisors. You will assist with registration workshops, planning events such as the "You're in the Majors Now!" event, and more.

Come to one of the information sessions on **Wednesday, February 16** from 5-6pm or **Thursday, February 24** from 5:15-6:15pm in the **Battelle History Lounge (RM 130)** for more information.

Applications will be available online and for pick-up in **Battelle 100** starting **February 9th**. Keep an eye out for more information!



Tips from your Peer Advisors: How to Connect with Other Students

Study groups are a great way to reinforce course material and to get to know students who share your academic interests. Here are some tips for forming successful study groups:

- Send out an email to your classmates asking if anyone would be interested in a study group and what times they are available. Using your blackboard portal, you can access email addresses for everyone in your class.
- Don't wait until the night before an exam to meet with your study group! Scheduling weekly or bi-weekly meetings allows you to address any questions you have while the material is still fresh in your mind.
- While you will want most of your study sessions to focus on the course material, you should also use this time to make connections with your classmates. Ask them about their research interests, as well as their academic and career goals.

Being a Peer Advisor has been a highlight of my time at AU. Serving the AU community in this capacity has been both rewarding and fulfilling.

-Amber Tollefson
CAS Peer Advisor

Important Reminders:

- 2/9: Registration deadline for "Whose Life is it Anyway?" workshop. Visit www.american.edu/CareerCenter for more information.
- 2/9: Applications for CAS Peer Advising position available. See article above for more information.
- 2/16: Peer Advising Informational Meeting. 5-6pm, History Lounge (Battelle 130).
- 2/24: Peer Advising Informational Meeting. 5:15-6:15pm, History Lounge (Battelle 130).
- Spring 2011 Progress Reports. Make an appointment with your CAS Peer Advisor to get an up-to-date picture of where you stand in regards to university and gen ed requirements. Visit the online appointment scheduler at: www.american.edu/cas/advising/undergraduate.cfm

